

To:
Subject:

ZD - Custody
FW: Croydon Custody Suite, Windmill Road, Parking Policy

All,

Please see below from DI Revell

Dear Colleagues.

A new parking policy at Windmill Road was introduced on the 21st February, this has had limited success and has not achieved the desired standard, today police vehicles were again struggling to park. I never wanted to get to this stage where we restricted the parking of private vehicles at Windmill Road but if there is not a clear improvement by the end of April then I will have to introduce a more restrictive policy. Please re-read the below instructions paying particular attention to the entry in red.

Some bans will be issued shortly.

- There will be no parking in the car park without a valid pass, issued by Shared Support Services. To park a personal vehicle at the site you must be based there on the day.
- Insurance policies must clearly state that you are covered to use your vehicle to and from a permanent place of work.
- Parking permits must be displayed in the front windscreen of cars whilst parked. Motorcycles need not display a permit but officers must be in possession of their permit.
- The front carpark, where we currently allow solicitors to park, will be for marked vehicles only and those employed by the Appropriate Adults Scheme or interpreters. Solicitors will now be required to park elsewhere.
- The two disabled bays will only be used by those with a blue badge, these must be displayed and in date. Use without one of these badges on display will result in an immediate, indefinite, ban and consideration of disciplinary action.
- All Parking bays in the main area of the car parking area, within the main compound, will be for unmarked police vehicles only, SLT and the Custody inspector. No private cars will be allowed to park in these bays or area at any time.
- All private vehicles are expected to park in the auxiliary carpark, accessible via Union Road. Only when the auxiliary carpark is full can private vehicles use the main compound. Though never in the first section of the carpark or any marked bays. If this is not possible then you will need to park off site.
- Unlike the other sites I do not intend to have use restricted to times of shift, I hope these changes will resolve the current problem but this policy will be reviewed if it does not rectify the current situation and harsher measures introduced.

(Officers and staff not adhering to the policy will be immediately banned from using the car park for a period of 3 months. A second offence of not adhering to the policy will lead to being indefinitely banned from using the car park).